

**MINUTES OF THE MEETING OF THE
LOUISIANA STATE MUSEUM
BOARD OF DIRECTORS**

**Monday, September 12, 2016
12:30 PM – The Old U.S. Mint
New Orleans, Louisiana**

The meeting of the Board of Directors of the Louisiana State Museum was called to order by Dr. Lawrence Powell at 12:30 PM at The Old U.S. Mint in New Orleans. A quorum was present.

Members Present: Julie F. Breitmeyer; Rennie Buras II; Tamra Carboni; Mary C. Coulon; D. Lee Felterman; Janet V. Haedicke; Harry S. Hardin, III; George A. Hero, III; Aleta Leckelt; Carolyn K. Morris; Lawrence N. Powell; Anne F. Redd; Melissa D. Steiner; and William Wilton

Members Absent: Madlyn B. Bagneris; Rosemary Upshaw Ewing; Sharon Turcan Gahagan; Fairleigh Cook Jackson; Kevin Kelly; Lana Sonnier Venable; and Gary N. Wheat

Also Present: Gary Brewster, President of the La. Museum Foundation; Ruth Burke, President of the Friends of the Cabildo; Susan Maclay, Executive Director of the La. Museum Foundation; and Jason Strada, Executive Director of the Friends of the Cabildo

LSM Staff Present: Yvette Cuccia; Melvin Gilbert; Marvin McGraw; Yvonne Mack; Faith Troxler; and Celestine Washington

DCRT Staff Present: Bill Cody, Policy Director

Call to Order

The LSM Board of Directors meeting was called to order by Dr. Powell.

Adoption of Agenda

Ms. Redd MOVED, seconded by Ms. Stein, to adopt the agenda. No public comment.

Approval of Minutes

The minutes from the June 13, 2016 meeting were distributed in advance for the Board's review. Mr. Felterman MOVED, seconded by Mr. Hero, to approve the June 13, 2016 LSM Board minutes. No public comment. **Unanimously approved.**

Search Committee report

Mr. Hardin said the Committee had a lengthy and productive meeting regarding the museum's transition without a Director, a new board and a new administration.

Tim Chester submitted a proposal for consulting services to analyze the museum system.

The Committee wants to develop the proper set of qualifications for a new Director.

Therefore, the Search Committee recommends to the LSM Board that LSM hire Tim Chester as a consultant to analyze the LSM system and report on his findings to assist in the facilitation of the selection of an Executive Director.

The Search Committee also recommends to the LSM Board that, should an Interim Director be hired, he/she would **not** be disqualified from applying for the permanent Director position.

Dr. Powell MOVED that the LSM Board select and hire Timothy Chester to assist the Louisiana State Museum Search Committee in its duties to recommend 3 qualified candidates to the Lt. Governor for appointment as the Louisiana State Museum Executive Director; or should the Lt. Governor consent, hereby approve/recommend Timothy Chester's appointment as the temporary Louisiana State Museum Executive Director. Seconded by Ms. Carboni, the motion was **unanimously approved.**

Mr. Hardin said the Search Committee recommends to the LSM Board that, should an Interim Director be hired, he/she would **not** be disqualified from applying for the permanent Director position. The motion was **unanimously approved.**

Mr. Hardin asked if there was any public comment. Steve Maklansky was in the audience and asked if other candidates had been vetted and/or considered, to which Mr. Hardin replied that all five (5) resumes received, including Steve Maklansky's, were reviewed and considered.

Irby/Finance Committee report

Ms. Breitmeyer advised the Board that the Irby/Finance Committee met prior to the Board meeting at 10:00am and have the following recommendations:

1. The Irby Committee would like to give authority to the State to spend \$30,000 out of the Irby fund, if needed, for Tim Chester to consult and analyze the LSM system and give recommendations.
2. The prospective tenant for 503 St. Ann, 2nd floor, David LaBorde, has accepted the apartment. A credit check has been run and is good.
3. The prospective tenant for 806 Chartres, 3rd floor, Gerald Leydecker, has accepted the apartment. A credit check has been run and is good.

4. The Committee and LSM staff feel there is no further need for the “Authorized Guest” line on the residential leases, as it is nearly impossible to monitor such a guest. The Committee therefore recommends that the Authorized Guest line be removed from all current and future residential leases, as well as the residential PPM (Policy and Procedure Manual).
5. Two current tenants would like a **2-month extension** on their current month-to-month leases, but at the new rental rates. They both plan to move out by October 31, 2016. The apartments are 535 St. Ann, 2nd floor and 539 St. Ann, 2nd floor.

All motions were **unanimously approved**.

LSM and Irby budget reports and approval

Mr. Buras and Ms. Breitmeyer reviewed both the State budget and Irby budget with the Board.

Mr. Buras reported that \$145,000 in state general funds and \$233,410 in self-generated funds reverted to the State Treasury at the end of FY 2015-6. Mr. Buras, Mr. Cody and Ms. Mack spent several weeks detailing and breaking down all sources of revenue and spending for the museum system and Mr. Buras reported that new procedures have been put in place to prevent a recurrence. Mr. Buras and Mr. Cody distributed budget summaries for the Board’s review and information.

Ms. Breitmeyer reviewed the Irby budget for the fiscal year 2016-17. The Irby budget summary sheet is attached to the minutes. The Irby/Finance Committee recommended approval by the LSM Board.

After some discussion on line items in the Irby budget, the motion was **unanimously approved** for the Irby 2016-17 budget.

Collections Committee report

Ms. Carboni said the report was emailed to the Board in advance for their review. Ms. Carboni recommended that the LSM Board accept the Collections report in its entirety. **Unanimously approved.**

LSM State budget breakdown

Mr. Buras gave a slideshow presentation to the Board, which showed the various funding sources and expenditures for 2015-16. In addition, museum attendance figures from 2011-16 were presented.

Marketing Director Mr. McGraw spoke to the Board about instituting online ticket sales, for which the LSM does not currently have the capacity. He has met with three prospective companies and will be presenting a full analysis and recommendation at the October 10th Board meeting.

Mr. Buras said that Title 25 will be emailed to the Board for suggestions.

LMF presentation to the Board

Executive Director Susan Maclay gave a PowerPoint presentation to the Board detailing the LMF's history, mission and goals.

Architectural and Engineering Committee for Madame John's Legacy (MJL)

Dr. Powell said the FOC has been fundraising for a Tricentennial exhibit planned at MJL, but the building is not in great condition. Therefore, Dr. Powell appointed an ad hoc Committee to analyze the MJL and make recommendations for its improvement.

The Committee members will be as follows:

- Chair, Tamra Carboni, board representative from FOC
- Architect with Koch and Wilson, and long-time FOC Board member Robby Cangelosi
- Michael Shoriak, Tulane professor in the Master of Preservation Studies program and general contractor for the Hermann Grima House
- Ann Masson, former Tulane professor on faculty of Preservation Studies program, former President of VCPORA, author, recipient of Eugenie Schwartz and Grace Gage Preservation Award from VCPORA, advisor on LSM Collections Committee
- Nicole Hobson Morris, head of the SHPO staff. She is awaiting permission to serve from the Lieutenant Governor's office

New business

Irby check signature authority

Ms. Mack said now that Deputy Director Robert Wheat is retiring on October 9th, she needs a new signature authority on the Irby check. Both Ms. Mack and Mr. Buras recommend Bill Cody be the new authorized person to sign the Irby checks. He resides in New Orleans and can readily be available. Mr. Wilton MOVED, seconded by Ms. Steiner, for Bill Cody to be an approved signature authority on Irby checks. **Unanimously approved.**

Greg Lambousy

Dr. Powell announced that Greg Lambousy has been hired as the Director of the proposed Jazz Museum at the Mint. Mr. Lambousy will be working to get the jazz exhibit and running. Dr. Powell asked Mr. Lambousy to speak to the Board and give them a status report on the jazz exhibit initiatives. The report is attached.

Mr. Wilton MOVED, seconded by Mr. Breitmeyer, to adjourn.